

United States Bankruptcy Court  
Northern District Of Ohio  
**Notice of Filing Deficiency**

**To:** Atty. Kevin Gross

**Case Number:** 23-01035-jps

**Debtor(s):**

**Judge:** JESSICA E. PRICE SMITH

**The items marked below are deficient and must be corrected by 9/13/23, or this matter may be referred to the Judge for further consideration.**

- Adversary filing incomplete. Need  Cover Page/Worksheet  Request for Summons  See Comments.
- Affidavit needs:  notary seal/stamp/commission expiration  signature  county/state
- Attachments/Exhibits:  not filed  incorrect or not relevant to filing
- Attorney name block is missing, or does not include attorney's full name, firm, address, telephone number, and attorney registration number.
- Case:  closed  dismissed  transferred
- Certificate of Service indicating name, address of parties served, and the date of service was not filed.
- Certificate of Service – Chapter 13 Plan: Debtor failed to comply with Bankruptcy Rule 3012(b) and Local General Order 17-1, providing the debtor must serve creditor in the manner provided for service of a summons and complaint under Bankruptcy Rule 7004, as well as provide a certificate of service "that includes the date and method of service and the identity by name and address of each entity served, consistent with Local Bankruptcy Rule 9013-3."
- Document:  case# incorrect  caption incorrect  Judge incorrect
- ECF event used is incorrect.  Resubmit the document using the correct code. See the ECF [Search Menu](#).
- Employee income records and/or proof of no income received 60 days preceding case filing were not filed.
- Fee due in the amount of \$  Fee deleted by the filer. Resubmit the pleading and pay the fee.
- Form B121 required.
- Hearing:  notice not filed  time, date, and/or location are incorrect
- Installment Application:  dates incorrect  fee incorrect  exceeds 120 day limit
- Official Form B423 must be filed, or the case may be closed without the discharge order.
- Order Regarding:
- Petition:  incorrect Official Form  missing document(s):
- Petition for Unclaimed Funds does not comply with LBR 3011-1. Please reference the LBR for guidelines.
  - Proof of deposit is not attached to the petition (e.g., copy of receipt and attached list of parties entitled to funds; unclaimed funds search web page; or other supporting documents).

- Exhibit A is not attached  Full Tax ID/Social Security Number is not attached to Exhibit A
- incorrect identification
- Signature Declaration missing.
- Signature must be:  original  /S/ signature for  attorney  debtor  creditor
- Other Deficient Matter(s): see below

**Comments/Instructions**

RE: [7] Stipulation -- Document must be Uploaded to E-Order in the Proper Order Format.

Corrective Action Required.

**Deputy Clerk:** /s/Janet Lunder **Date:** September 12, 2023

**Form:** ohnb140